



TN: 2018-09-11523
Republic of the Philippines
Department of Education
Caraga Region
J.P. Rosales Avenue, Butuan City



September 18, 2018

REGIONAL MEMORANDUM
No. **515** s. 2018

ADDENDUM AND CORRIGENDUM TO REGIONAL MEMORANDUM NO. 462 S. 2018
RE: REGIONAL TRAINING OF TRAINERS (RTOT) ON FINANCIAL LITERACY

To: **SCHOOLS DIVISION SUPERINTENDENTS**
This Region

1. The Regional Training of Trainers (RTOT) on Financial Literacy shall be held at Almont Inland Hotel, Butuan City. Due to conflict of schedule, the date is moved to **October 10-12** instead of September 25-27, 2018.
2. **Travel Authority** of the participants shall be emailed at hrdddedped13@gmail.com on or before September 28, 2018
3. Attached hereto are:
Enclosure No. 1 List of participants
Enclosure No. 2 Administrative Guidelines
4. All Schools Division Offices are enjoined to remind all participants concerning the changes.
5. All other provisions stipulated in the Regional Memorandum No. 462, s. 2018 are still in effect.
6. Immediate dissemination of this Memorandum is highly desired.

fr
Francis
FRANCIS CESAR B. BRINGAS, CESO V
OIC-Regional Director *fr*

Encl.: As stated
Reference: Regional Memorandum No. 462, s. 2018
To be indicated in the PERPETUAL INDEX under the following subjects:

LEARNING & DEVELOPMENT

LEARNING RESOURCE

TRAININGS

**OFFICIAL PARTICIPANTS TO THE REGIONAL TRAINING OF TRAINERS (RTOT)
ON FINANCIAL LITERACY**

No.	Names	Division
1	JAVIER, JIVA J.	Agusan del Norte
2	PACON, ADELAIDA S.	
3	CINCHEZ, MARIVIC A.	
4	AGUILOR, ARLYN A.	
5	MONDIA, MARICEL G.	
6	CUATON, LORNALITA A.	
7	HERMOCILLA, ANALOU	
8	BOLOTAOLO, REXAN	
9	Balbutin, Estefa P.	Agusan del Sur
10	Mitrofanous, Ma. Veronica Ivy T.	
11	MALUPA, GINA C.	
12	Cordora, Emmanuel T.	
13	VALERIANO, EMMANUEL A.	
14	SILABAY, ANNIE C.	
15	Hermoso, Elizabeth M.	
16	Perez, Crescenciano B.	Bayugan
17	Ulit, Amelia T.	
18	Monton, Noel R.	
19	DAPETILLA, LORNA M.	
20	AUTOR, ELMER A.	
21	Jumamil, Marilyn C.	
22	GARZON, JONATHAN	
23	YPARRAGUIRRE, JOEL L.	Bislig
24	Bautista, Lota B.	
25	Almazan, Lilifreda P.	
26	Clar, Flora K.	
27	Acebu, Felix G.	Butuan
28	Collado, Rey C.	
29	Mejias, Lewellyn V.	
30	Encarguez, Reynaldo B.	
31	SAMSON, RUBY GLENN C.	
32	CALUMPANG, ROWENA	
33	DOLYNESSA J. GALEON	
34	Bautista, Marieta U.	Cabadbaran
35	Pelenio, Joel L.	
36	Cabradilla, Zandra D.	
37	Nakila, Joel S.	
38	Cagulada, Concepcion P.	Dinagat
39	SEGUIS, EDELIZA F.	
40	MAHILUM, IRYLL S.	
41	Espina, Juan L.	
42	Abarico, Mildred C.	
43	Cagampang	
44	ARCADIO, FLORANGEL S.	
45	BIOY, ERNESTO A.	
46	Dolaota, Helena R.	
47	CONTE, LIZA E.	
48	Sangco, Sarachen L.	Surigao City
49	Edera, Maridel E.	

50	Pamogas Marino L.	
51	Gorgonio, Vilma L.	
52	Tolentino, Thelma T.	
53	Fabello, Vonn B.	
54	Menoza, Maria B.	
55	EPLEY, CEANA A.	Surigao del Norte
56	MANONGAS, JOSELITO P.	
57	JARON, LYNETTE V.	
58	LIMJOCO, MANUEL JR. L.	
59	NAQUILA, ANGELITO E.	
60	MOZAR, ERA A.	
61	MANONGAS, JOSELITO P.	
62	Peñaflorida, Mercilita L.	Surigao del Sur
63	LUAREZ, ULDARICO B.	
64	Orquita, Jurissa N.	
65	Montenegro, Gemmalyn P.	
66	Pazo Levi Mar H.	
67	Barcena, Elnie Anthony P.	
68	MENIANO, MA. ROSSANA C.	Tandag City Division
69	Saranza, Marilou S.	
70	MENDIOLA, NILDA A.	
71	SUAZO, DOROTHY L.	
	Regional Participants (10 paxs)	
	Technical Working Group	
	Resource Speakers	

ADMINISTRATIVE GUIDELINES

Billeting and Accommodation

Upon arrival, please proceed to the information/front desk for your rooming assignment. Charges for the advance/extended accommodation shall be charged against personal funds.

Training Proper (Schedule of Arrival, Meals and Check-out)

Participants are expected to in the venue at 7:00 AM of Day 1. Registration of participants will be at the designated function hall. Details of schedule of arrival, meals, and check out are indicated below:

Meals	Day 1 Arrival @ 7:00 AM (October 8, 2018)	Day 2 (October 9, 2018)	Day 3 (October 10, 201)
Breakfast	✓	✓	✓
AM Snack	✓	✓	✓
Lunch	✓	✓	✓
PM Snack	✓	✓	✓
Dinner	✓	✓	✓

Attendance

All participants are expected to stay for the whole duration of the said training. In case the participant cannot finish the activity due to some unavoidable reasons, only the **Certificate of Appearance** will be issued.

Attire

Smart-casual wear.

Medical Needs

It is the responsibility of the participants to make necessary provisions with regard to their health problems. Hence, they should not forget their maintenance medicines. Only over-the-counter (OTC) medicines will be provided, if needed.

Post Training

Participants are expected to complete the online evaluation before the closing program. Check-out time shall be strictly observed. It is the responsibility of each participant to check their personal belongings before leaving the venue.